

**WILLIS POINT FIRE PROTECTION
AND RECREATION FACILITIES COMMISSION
MEETING MINUTES**

Tuesday, March 25, 2025 7:30 PM

Present: Gary Howell, Aran Puritch, Jim Potvin, Vern McConnell, Joel Cotter,

Absent: Director Al Wickheim, Marni Krismer, Greg Elvedahl

Guests & Invitees: Darren Pine, Daniel Kenway

Meeting called to order at 8:01pm

1) Approval of Agenda

MOTION Vern McConnell, **SECONDED** by Joel Cotter that the Agenda be accepted as presented, **CARRIED**

2) Approval of previous meeting minutes

MOTION by Vern McConnell **SECONDED** by Joel Cotter that the minutes of Feb 25, 2025 be accepted presented, **CARRIED**

3) Fire Chief Report: *Verbal report from Fire Chief, Darren Pine*

Chief is on medical leave for 2 weeks. Darren Pine is Acting Chief

Live Fire upcoming in March

Wildland train the trainer courses being attended by 2 members in spring 2025.

4) Hall Managers Report: *limited activity / 3 new bookings.*

people not happy having to pay rental fees by cheque

– no formal report submitted

5) Business Arising:

a) **Cell Tower:** Commissioner Vern reports that he summarized communication with Steve Henderson to Chris Vrabel.

b) **Surplus Transfer:**

a. **MOTION** by Gary Howell **SECONDED** by Vern McConnell that

To adjust the allocation of the 2024 surplus to reflect the January 27 minutes we request that \$30,703 be moved from the ERF to the CRF and the budgeted ERF contribution be reduced from \$59,177 to \$34,177

CARRIED

c) **Hall Rental Modernization:** Aran sent email to Chris Vrabel for guidance on how to set up electronic payments for hall rentals.

d) **Hall heat pump maintenance** – Discussion to have someone check on status of heat to ensure it is turned down when not in use. Aran to follow up with Art for a technological solution.

e) **Lock for hall front door.** Aran will be purchasing a ~\$300 Wi-Fi enabled lock to replace the community hall front door lock.

6) New Business:

a) **CRD Communications**

- Fire and Rec to use the fireadmin@crd.bc.ca email for official business.

MOTION by Aran Puritch **SECONDED** by Jim Potvin to adjourn the meeting at 8:43pm, **CARRIED**